

Subcommittee Binders

Minimum information to be included

- Instruction memo to subcommittee chairs from the HFC operating budget co-chair
- Department pages from the Legislative Fiscal Analyst's Overview of Governor's Budget Request
- Other information from Legislative Finance Division (LFD) (the first three items are on LFD's website under the Analysis Tools tab)
 - 10-year look back graphs,
 - 10-year budget highlights,
 - Increment status sheets (a current year update that includes decrements)
 - Subcommittee book
 - Alaska Legislative Budget Handbook (aka The Swiss Army Knife)
- Five LFD statewide budget charts (attached)
- Guide to OMB Budget Reports (on OMB's website)
- OMB-provided department FY2015 - FY2016 comparison (attached)
- Legislative Audit recommendations and departmental response, if applicable
- Heads Up meeting documents, if any were provided (most departments do not)
- Any other communication/documentation provided by the department
- Department-level operating budget detail from OMB's website or the detail budget books that includes
 - Mission,
 - Core services,
 - Major accomplishments,
 - Key challenges, and
 - Significant changes in results to be delivered.
- 10-Year Plan pages that pertain to the department (OMB's website under the Information tab)
- Your department's portion of the statewide fee report (OMB website)
- Capital budget project list and detail
- Tabs for each of the meetings that will include information provided by the department for their presentations